




STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF MENTAL RETARDATION SERVICES
ANDREW JACKSON BUILDING, 15th FLOOR
500 DEADERICK STREET
NASHVILLE, TENNESSEE 37243

MEMORANDUM

DATE: April 29, 2005

TO: Contracted Providers

FROM: Stephen H. Norris, Deputy Commissioner 

CC: Larry Latham, Pat Nichols, Steve Tepley, Debbie Payne, Donna Allen, Jim Finch, Carole Cope, and Dennis Beard

RE: DMRS Perpetrator List – Access Date Delayed – May 9, 2005 is New Access Date

The DMRS web based Perpetrator List (Perpetrator Search Function-PSF) which allows external contracted provider management and internal state staff entry into the Incident and Investigations (I&I) database for the purpose of searching for applicants/employees who have been identified as perpetrators in substantiated investigations is near completion. Originally our target date for Contracted Provider and Developmental Center access was scheduled for May 1, 2005. We have extended the target date to May 9, 2005 as the beginning date for Contracted Provider and Developmental Center access. DMRS Information Technology (IT) and Protection From Harm (PFH) staff will be running tests on the systems next week.

Please continue your efforts to submit Perpetrator List (Perpetrator Search Function-PSF) related documents (i.e. Request for Management Staff Security Code, Statement for Release of Information) as requested. This information should be forwarded to Dennis Beard, Assistant Director of Investigations; telephone 616-532-6549, e-mail dennis.beard@state.tn.us, fax 615-253-4921. Please contact Mr. Beard if you have further questions regarding this matter.

SHN/RS